

Headquarters  
U.S. Army Armor Center and Fort Knox  
Fort Knox, Kentucky 40121-5000  
8 March 2001

\*Fort Knox Reg 420-7

## Facilities Engineering

### GROUND POLICE, MOWING, AND GENERAL MAINTENANCE

**Summary.** This regulation outlines responsibilities, provides guidance, and sets standards for grounds police, mowing, and general maintenance.

**Applicability.** This regulation applies to all units reporting directly to this headquarters, directorates, and staff offices/departments, this headquarters, and Fort Knox Partners in Excellence.

**Suggested improvements.** The proponent of this regulation is the Directorate of Base Operations Support (DBOS), Facilities and Operations Maintenance Division. Users are invited to send suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to: CDR, USAARMC and Fort Knox, ATTN: ATZK-OSO, Fort Knox, KY 40121-5000.

1. **General maintenance.** The responsibility for care and maintenance of grounds is similar to other facilities care and maintenance responsibilities. The user is responsible for damage prevention and minor maintenance. The DBOS has all other maintenance and repair responsibility. Grounds maintenance will be accomplished on three levels, with the primary focus on prevention. The second level is the routine police of work areas by using activities. Commanders, directors, and supervisors at every level will demand routine cleanup of work, training, and recreation areas following their use. The third level is to detail troop units to police major areas and coordinate with, or assist, DBOS in the mowing and trimming within these police areas. The Police Map (Appendix A) and Reservation Police Map (Appendix B) designate these areas.

#### 2. Responsibilities.

##### a. Grass cutting.

(1) Grass cutting is primarily a DBOS function with organizations responsible for mowing and trimming in the vicinity of assigned facilities. Responsibility for mowing is shown on the Police Map (Appendix A). The map shows areas of predominant responsibility; thus, built-in errors exist around some individual buildings. Organizations assigned buildings on FK Form 185 (Assignment or Termination of Building) are responsible for grass cutting around their building(s) and to a natural boundary (street, fence, ditch line, wood line, or

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\*This regulation supersedes USAARMC Reg 420-7, 12 June 1985

half the distance to the next building). If no natural boundary exists and the building is next to a large mowing area, the organization is responsible for mowing an area 50 feet from the building on the side nearest the large mowing area. Organizations retain the responsibility for assisting DBOS with proper mowing and trimming within police areas. Appendix A will be used as a guide to determine the organization with responsibility for assisting DBOS where necessary. Assistance will include the coordination with DBOS to ensure DBOS fulfills mowing and trimming responsibilities as outlined by this regulation and, where necessary, troop commitment to assist achievement of the DBOS mission.

(2) Family housing occupants are responsible for mowing their own lawns as described in para 2f below. Housing Division, Directorate of Community and Family Activities (DCFA), is responsible for mowing vacant quarters; however, neighbors are encouraged to mow nearby small front lawns to support the high standards of appearance and save the cost to the government.

(3) The responsibility for mowing an area includes trimming along sidewalks, curbs, building foundations, trees, shrubs, posts, etc.

(4) Grass in the cantonment area will generally be cut to a height of 2-3 inches when it reaches 5-6 inches in height. The grass in all other areas will be maintained per Appendix A.

(5) The DBOS dispatches lawn mowers for organizational use and performs all lawn mower maintenance except operator care.

(6) Grass cutting outside the cantonment area on ranges and training areas is performed by DBOS, G3/Directorate of Plans, Training and Mobilization (DPTM), and other units. Range mowing is scheduled by G3/DPTM Range Division. The DBOS will cut high grass on range lanes and approximately two tractor widths on range approach roads, around latrines, flagpoles, and other key facilities. The purpose of mowing on ranges and training areas is for safety. Mowing target berms, around training aids, and other beautification mowing by using units is discouraged due to use of improper equipment and equipment abuse.

b. Parking lots.

(1) Removing litter on parking lots is a using agency responsibility.

(2) The DBOS sweeps the Post Exchange and Commissary parking lots. Other parking lot sweeping or pavement maintenance must be requested from DBOS on DA Form 4283 (Facilities Engineering Work Request).

c. Parks.

(1) General maintenance and removal of litter in main post parks is outlined on the Police Map at Appendix A.

(2) Parks within a major activity's area are that activity's responsibility.

(3) The maintenance tasks to be performed are as follows:

(a) Police around picnic tables, parking areas, dumpsters, roads, playgrounds, trash barrels, armor displays (Keyes Park), and all other areas in the park.

(b) Clean and maintain latrines (pumping, if necessary, will be coordinated with DBOS).

(c) Place, paint, and empty trash barrels.

(d) Maintain picnic tables and playground equipment (major repair will be coordinated with DBOS).

(e) Rake leaves.

(f) Clean and maintain barbecue grills and fireplaces (major repair will be coordinated with DBOS).

(g) Replace soap, paper towels, toilet tissue, etc.

(h) Keep signs in upright position and report faded and broken signs and mounts to DBOS.

d. Sports fields.

(1) The responsibility for removal of litter on and around sports fields is outlined at Appendix A.

(2) All other sports field maintenance work will be coordinated by DCFA, who will submit work requests.

e. Wash racks. Responsibility for police, cleaning, and maintenance of wash racks is outlined at Appendix A.

f. Housing areas.

(1) Family quarters occupants are responsible for the grounds police, mowing, and general maintenance around their quarters out to a natural boundary (center of street, ditch line, wood line, or half the distance to the next building). If there is no natural boundary and the building is next to a large mowing area, the occupant is responsible for mowing 100 feet out from the building on the side next to the large mowing area.

(2) Unaccompanied housing occupants are responsible for exterior police to include parking lots. The DBOS is responsible for mowing and other grounds maintenance.

(3) Family housing playgrounds. Occupants will police playground areas. The DBOS will cut grass and coordinate other maintenance.

(4) The enforcement agencies for the above tasks are as follows: senior occupant, housing inspectors, block coordinator, area coordinator.

g. Range and training areas.

(1) The G3/DPTM has overall responsibility for police supervision and coordination of maintenance work requests.

(2) Using units are responsible for on-site police and clearing of ranges, maneuver and parking areas, and bivouac sites following their use.

(3) Maneuver and training area assignments for special police and maintenance are shown on the Reservation Police Map (Appendix B). Responsibilities include police around lakes, parking areas, and bivouac sites; emptying of trash containers and cutting of brush, tall grass, and weeds that inhibit access to latrines, picnic tables, and shelter houses.

h. Bleachers. Commanders and chiefs of activities who have been issued portable bleachers are responsible for bleacher maintenance as follows:

(1) Bleachers will have signs attached identifying the owning agency.

(2) Bleacher bolts will be kept tight at all times.

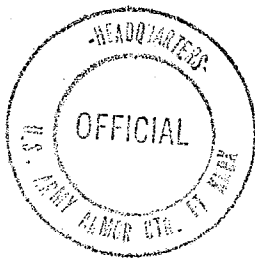
(3) Rotten or cracked wooden members will be replaced with treated lumber or stadium planking.

(4) Bleachers will be erected as level as possible to prevent stress and wear and will be placed on treated wooden ground pads 2 inches x 6 inches x 8 inches centered under the legs of each frame.

(5) Once each month the responsible unit will make a thorough maintenance inspection and take immediate action to accomplish necessary repairs.

i. Deceased small animals. Procedures for removal of deceased small animals is outlined in USAARMC Reg 40-12, 10 July 1995, Control of Animals – Pets.

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Appendix A  
Police Map

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